

# HAMILTON DEVELOPMENT CORPORATION

## Minutes

July 9, 2014

**Welcome** – At 7:30 AM, B. Stein opened the meeting of the Hamilton Development Corporation (HDC). Board members, Rick Mitchell, Anthony Nickas, David Carey were present. David Geikie of the Wenham Planning Board and Kristine Cheetham, Hamilton Planning coordinator were present.

Selectmen Jeff Hubbard and DPW Director Bill Redford were present. Resident Richard Boroff was also present.

B. Stein announced that R. Boroff was tape recording the meeting.

### HDC Operational Issues

1. Service Agreement – R. Mitchell met with Michael Lombardo, Town Manager, on June 30, 2014 to discuss amendments to the Service Agreement decided upon at the last HDC meeting. He reported that the meeting went well and that the manger was responsible to re-draft and sign the agreement. It is not ready at the time of the meeting so no new action will be taken.
2. Communication with the Board of Selectmen – The HDC is scheduled to be on the agenda with the Selectmen on Monday, July 14, 2014. The intent of the meeting is to gain their feedback on the workshop. However, other items such as the service agreement, park benches and fall planning may come up. K. Cheetham advised the Board that the Selectmen have not formally accepted the Gift Agreement of the \$6,500. The HDC voted on this as part of their budget in January. B. Redford of the DPW state that he has conducted initial reviews of the pricing for a few styles of benches and selected two locations on Railroad Ave for possible placement. He also added that the price includes a cost for the concrete foundation. R. Mitchell commented that the HDC would like to solicit additional funds from area businesses to add more benches and barrels throughout the downtown. J. Hubbard stated that this project has been talked about for six months if not more and is still not ready for implementation. He felt that the working relationship between the HDC and the Town is not adequate. He had questions about the use of McRae's property on Willow Street. He was also concerned that if the two entities struggled with planning park benches, how would they be able to plan for wastewater treatment? D. Giekie added that the point is well taken and wondered who would take ownership of certain projects. Each project needs ownership and authority. J. Hubbard

closed with his outreach with the property owners and merchants. He said they are interested in the work of the town but busy and may not be likely to attend meetings.

3. Downtown Development – R. Mitchell informed the board that he intended to participate in the ZBA hearing on the re-development of the Cumberland Farms. He encouraged others to attend if they had concerns about the size and scope of the project.
4. Wenham Board of Selectmen – K. Cheetham noted that prior to the HDC meeting with the Wenham Board of Selectmen, it might be useful to have them view the presentation on line. D. Geikie is trying to organize a meeting for August. He added that it would be important to begin to identify the elements of a cost benefit statement to justify the project.
5. Warrants – K. Cheetham asked the Board to approve financial paperwork.
  - a. Transfer of funds from one line item to another:  
ACTION: R. Mitchell made a motion to approve the transfer of \$50 from the legal services line item to the property management to cover outstanding bills associated with the purchase of the McRae property. D. Carey seconded. All voted in favor
  - b. Warrant HDC 1411  
ACTION: R. Mitchell made a motion to approve the HDC 1411 warrant for bills associated with Willow Street property as well as the final bill for the contract with Wright Pierce. D. Carey seconded. All voted in favor.
  - c. Warrant HDC 1501  
ACTION: R. Mitchell made a motion to approve the mortgage payment for the month of July for the Willow Street property and to grant the administrative support the ability to prepare this warrant monthly. D. Carey seconded. All voted in favor.
6. Property Management – No new news.

Adjourn – At 8:30 AM R. Mitchell made a motion to adjourn. D. Carey seconded. All voted in favor.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: \_\_\_\_\_

Brian Stein, President